

Facade Plan Check List

PROVIDE COMPLETED CHECK LIST SIGNED BY PREPARER WITH SUBMITTAL

A color and materials sample board shall be submitted along with the Facade Plan.

- ☐ Title block (located in the lower right hand corner) containing the proposed subdivision name with block and lot number, and preparation date
- ☐ Scale (appropriate for level of detail)
- ☐ Legend, if abbreviations or symbols are used
- ☐ Name, address and phone number of owner, applicant, and surveyor
- ☐ Elevations of all four sides labeled North, East, South, and West with the front elevation designated as such
- ☐ Designate color and materials location on elevations
- ☐ Building outline with north arrow
- ☐ Materials calculations table showing for each elevation
 - Total surface area of each elevation
 - List of materials (including glazing) with square footage of each material per elevation and percentage of each material per elevation
- ☐ Building dimensions (if multiple heights are used, provide dimension for each)
- ☐ Provide estimated allowable wall mounted signage size for each elevation (show as a dashed box on the elevation)
- ☐ Add the following notes:
 - "This Facade Plan is for conceptual purposes only. All building plans require review and approval of the Building Inspection Department"
 - "All mechanical units shall be screened from public view"
 - "When permitted, exposed utility boxes and conduits shall be painted to match the building"
 - "All signage areas and locations are subject to approval by the Building Inspection Department"
 - "Roof access shall be provided internally, unless otherwise permitted by the Building Official"
- ☐ Cross sections of sight lines may be requested to verify screening of mechanical units.
- ☐ Three copies of a sample board with a maximum size of 11" x 17" shall be provided. The sample board shall include color and material samples to correspond to the Facade Plan.
- ☐ Additional information as requested by staff to clarify the proposed development and compliance with minimum development requirements

Preparer's Signature _____